



City of Midland
Application for Administrative Site Plan Review

Submission Date: _____
Property Owner: _____
Mailing Address: _____
Phone number: (____) _____ Cell phone: (____) _____
Email address: _____ Fax: (____) _____
Owner's Signature: _____

Applicant Name (if not owner): _____
Mailing Address: _____
Phone number: (____) _____ Cell phone: (____) _____
Email address: _____ Fax: (____) _____
Applicant's Signature (if not owner): _____

Architect, Engineer, Attorney or other professionals associated with the project:
Contact: _____
Address: _____
Phone number: (____) _____ Cell phone: (____) _____
Email address: _____ Fax: (____) _____

Address of property: _____
Tax ID Number (parcel code): ____ - ____ - ____ - ____
Legal description of property (or attach to application): _____

Lot Area: _____ Lot Depth: _____ Lot Width: _____
Current zoning of parcel: _____ Current use of parcel: _____
Proposed use of parcel: _____

Name of proposed development (if applicable): _____

Name of proposed buildings to be constructed: _____

Square feet of gross: _____ Square feet of usable floor area: _____
Number of permanent employees (if applicable): _____

Review comments and/or approval from County, State, and Federal agencies. Copies of letters or approval forms should be submitted with the site plan application.

The following items must also be included with this completed application:

1. One (1) completed and signed copy of the Application for Administrative Site Plan Review,
2. Five (5) legible copies of the site plan on sheets at least 24 inches by 36 inches, two (2) copies of the site plan on sheets at least 11 inches by 17 inches, and one (1) digital copy of the site plan when available. See the attached Site Plan Review Checklist (Section 27.05) for specific details of what must be included on the Site Plan. The Site Plan must comply with the Standards of Site Plan Approval (Section 27.06).
3. Evidence shall be submitted to show that the plans have been submitted to governmental agencies that have jurisdiction over any part of the development, including, but not necessarily limited to: Midland County Road Commission, Midland County Drain Commissioner, Midland County Health Department, Michigan Department of Transportation, Michigan Department of Natural Resources, and the Michigan Department of Environmental Quality.